

City Council Regular Meeting, February 26, 2002

Twin Pines Senior and Community Center, 1223 Ralston Avenue

REGULAR MEETING – 7:30 P.M.

ROLL CALL

COUNCILMEMBERS PRESENT: Metropulos, Cook, Wright, Bauer, Warden,

COUNCILMEMBERS ABSENT: None

Staff Present: City Manager Kersnar, Assistant City Manager Rich, City Attorney Savaree, Community Development Director Ewing, Acting Public Works Director Jones, Finance Director Fil, Police Chief Janke, Parks and Recreation Director Mittelstadt, IT Manager Harnish, Human Resources Director Dolan, City Clerk Kern

Other's Present: City Treasurer Mason

PLEDGE OF ALLEGIANCE

City Clerk Kern led the Pledge of Allegiance.

SPECIAL PRESENTATIONS

Report by the League of Women Voters – Campaign Finance practices

Ms. Orttung updated the Council regarding local and state reforms of campaign financing. She reported that there were 134 local jurisdictions that had adopted local campaign finance reforms. 113 cities had instituted campaign contribution limits and 51 cities have adopted expenditure limits.

Ms. Orttung invited anyone interested in further details and statistics to visit the National Civic League Website for further information. (www.ncl.org)

PUBLIC COMMENTS AND ANNOUNCEMENTS

Mayor Warden invited comments on anything not on the Council Agenda
There was no response.

COUNCIL MEMBER COMMENTS AND ANNOUNCEMENTS

C. Metropulos reported that the Carlmont High School Soccer team had been defeated in the Central Coast Sectional Division Tournament.

C. Bauer reported that the Notre Dame High School Girls Soccer team had lost their last game, and ended a very successful season.

Assistant City Manager Rich reported that the new Open Space Trail System guide, that had been put together by the City Staff, was now available in the Clerk's office and on-line.

City Manager Kersnar introduced the new comptroller Jeannie Park, a CPA, who had come to the City of Belmont from Los Angeles where she had worked for Toyota Financial Services.

CONSENT CALENDAR

Approval of meeting minutes: Special Meeting of January 29, 2002.

Approval of Warrant List Dated: February 7, 2002 in total amount of \$200,284.09; and February 15, 2002 in total amount of \$73,937.49.

Written Communication (none).

Motion to approve Claims Management Report.(none).

Resolution No. 9198 authorizing the City Manager to sign Professional Services Agreement with Gelfond Group for a Community Survey. (\$13,500)

Resolution No. 9199 approving the Traffic Calming Plan for Chula Vista Drive and approving the purchase of material for the construction of the traffic calming installation for an amount not to exceed \$10,000.

Resolution No. 9120 approving the Purchase of 40 Bicycle Lockers for the CalTrain Station from Creative Pipe, Inc. and an On-Demand Lock System from E-Lock Technologies, LLC for an amount not to exceed \$60,000.

Resolution No. 9121 declaring as Surplus of Vehicles and Equipment and Authorizing Sale at Public Auction and Disposal.

Resolution No. 9122 endorsing application for an Urban Streams Restoration Grant For Belmont Creek in Twin Pines Park and determining appropriate Environmental Impact Document, conditionally accepting grant if offered, and designating Contract Manager and Fiscal Agent.

Resolution No. 9123 authorizing Execution of the Attorney-Client Fee Contract with John Blackman.

Motion to approve Budget Calendar. (FY 02-03).

Consent Calendar adopted as amended. On motion by C. Wright, seconded by C. Cook, and approved unanimously by show of hands.

OLD BUSINESS

Consideration of Resolution and Status Report regarding Harbor Industrial Area.

Mr. Williams provided an update on the ongoing discussions with the Harbor Industrial Area representatives and outlined the six elements of the preliminary proposal that would be discussed by the study group in March. He indicated that adoption of this Resolution and one of the suggested options would provide a level of comfort for the people in this area.

Council concurred that this process provided a methodology and approach that was acceptable to all parties involved.

Action: on motion by C. Metropulos, seconded by C. Bauer, and approved unanimously, by show of hands, to adopt:

Resolution No. 9124 concerning relations with the Harbor Industrial Association and **Option 1** to direct the Council Liaisons and staff to present a preliminary proposal to allow Council liaisons and staff to present a preliminary proposal to the HIA representatives.

Recess at this time, being 7:56 P.M.

Reconvene at this time, being 8:00 P.M.

NEW BUSINESS

CONVENE A JOINT MEETING OF THE CITY COUNCIL AND FINANCE COMMISSION TO CONSIDER MID YEAR BUDGET:

Call to Order - 8:00 P.M.

Roll Call:

Council Present: Metroupulos, Cook Wright, Bauer, Warden

Finance Commissioners Present Ledoux, Lieberman, Mannisto, Oswald, Sepah- Mansour, Violet,

Troyan

Finance Commissioners Absent: Rodriguez, White

Mid-Year Budget Review.

Finance Director Fil discussed the Mid-Year Review, which showed a negative fund variance of \$500,000. A prior period payment of \$100,000 and a \$200,000 reduction on taxes, plus the dropping sales taxes contributed to this sum. He reported that the City's hotel transient occupancy tax is at 60% of where it was last year (\$400,000), along with lower vehicle licensing fees and gas taxes. Finance Director Fil explained that the City departments were asked to create a 5% reduction plan to make up for the loss, which totaled approximately \$750,000. He noted that this plan would allow the City to maintain its strategic 5-year General Fund reserve without noticeable impacts to service levels.

Strategic Planning Fiscal Year 2002/2003.

Finance Director Fil reviewed Strategic Planning for FY 02-03. He noted that the same methodology would be used if we were faced with any negative State financial actions.

Finance Director Fil discussed the budget calendar and explained that there would be a Joint Budget Study Session on May 21, with adoption of the budget on June 25th following a Public Hearing on June 11th.

In response to Council and Commission concerns, City Manager Kersnar stated that staff would report back on the impact of reduction of Plan Check services in the Community Development Services budget.

Mr. Campbell, 2355 34th Avenue, requested information regarding the 30% surcharge on various reports generated by the City.

City Manager Kersnar stated that fees would be discussed as part of the budget process in May.

Action: motion by C. Wright, seconded by C. Cook, and approved unanimously, by show of hands, to accept report.

Adjournment of Joint City Council and Finance Commission Meeting, at this time being 9:15 P.M.

Recess at this time, being 9:15 P.M.

Reconvene at this time, being 9:25 P.M.

NEW BUSINESS (*continued*)

Discussion and direction regarding amendments to Chapter 2 of the Municipal Code.

City Attorney Savaree reviewed Chapter 2 and requested direction regarding the format of this process.

Council concurred they were in favor of this format. They agreed to amend language in Section 2-28, Power of Appointment and Removal to read: "Heads of departments shall be removed subject to confirmation by the City Council". The word *appointed* to be taken out of the sentence.

Report on the Restructure of the Parks Division to Performance Budget Format.

Assistant City Manager Rich reviewed the philosophy behind this approach and explained the seven guiding principles. He explained that the City operations would be restructured into Service Groups, and the new Service Areas and Service Centers and have their own Mission Statements and Specific Performance Measures. He noted that the outcomes from these service groups would be measured in order to track trends, evaluate performance and as a planning tool.

Parks and Recreation Director Mittelstadt reviewed the steps that had been taken to develop the Mission Statements, Measures and Weights for the Parks and Open Space Service Area. He reported that the Parks and Recreation Commission had reviewed this process, and following as detailed discussion, recommended approval. He noted that the Recreation Services portion would be brought forward in July. Parks and Recreation Director Mittelstadt explained that Open Space had been added to the Parks Service Area in recognition of the amount of time and funding that has gone into enhance our natural resources in and around Belmont.

Following discussion, Council concurred the Mission Statement, Measures and Weights for this Service Area were appropriate.

Action: on motion by C. Wright, seconded by C. Cook, and approved unanimously, by show of hands to approve the: Mission Statement

Action: on motion by C. Bauer, seconded by C. Wright, and approved unanimously, by show of hands to concur that the:

Measures are appropriate

Action: on motion by C. Cook, seconded by C. Wright, and approved unanimously, by show of hands to concur that the:

Weights are appropriate

Parks and Recreation Director Mittelstadt reviewed the Building Services Mission Statement which provides for the effective conduct of City Business and programs and provide public gathering places in safe and well maintained buildings.

Action: on motion by C. Wright,, seconded by C. Cook, and approved unanimously, by show of hands to approve the: Mission Statement

Action: on motion by C.Cook, seconded by C. Metropulos, and approved unanimously, by show of hands to concur that the:

Measures are appropriate

Action: on motion by C. Wright, seconded by C. Bauer, and approved unanimously, by show of hands to concur that the:

Weights are appropriate

ADJOURNMENT - at this time, being 10:10 P.M., this meeting was adjourned.

Kathy Kern

Belmont City Clerk

Meeting Tape Recorded and Videotaped

Tape No. 515